



WISCONSIN

DEPARTMENT OF WORKFORCE DEVELOPMENT

Division of Economic Support
Bureau of Welfare Initiatives

**TO: Economic Support Supervisors
Economic Support Lead Workers
Training Staff
FSET Administrative and Provider Agencies
Child Care Coordinators
W-2 Agencies**

BWI OPERATIONS MEMO

No.: 99-55

File: 7130

Date: 07/13/99

Non W-2 [] W-2 [] CC [X]

PRIORITY: Medium

**FROM: Stephen M. Dow
Program Implementation Team
Policy Analysis and Program Implementation Section**

**SUBJECT: 1999 CHILD CARE SURVEY - FOR DETERMINATION OF 2000 MAXIMUM
RATES**

DUE DATE: October 15, 1999

PURPOSE

This memo, along with its attachments, transmits the materials and instructions for the annual child care rates survey to be conducted during the summer of 1999. An annual rates survey is required by federal regulations and state administrative rules. It is used to establish a level of maximum reimbursable rates for each county and tribe.

Also contained in this memo are several policy statements regarding the payments to providers for child care services. In addition to the information contained within this Operations Memo, the following documents are also attached:

- Annual Child Care Rates Survey - Licensed Group and Licensed Family Day Care
- Instructions for Converting Rates Reported by Child Care Providers
- Reimbursement Rate Determination - Instructions for Determining the Weekly Ceiling and the Hourly Price
- Sample Data Examples For Determining Weekly Ceilings and Hourly Rates
- Request for Approval of Child Day Care Rates (DES-2465 - Revised 6/98)

DOCUMENT SUMMARY

This document provides instructions and materials for local child care agencies to conduct the annual child care rates survey. The survey must be conducted according to federal and state requirements. The survey results are due back to the Office of Child Care by **October 15, 1999**.

SINGLE SURVEY INSTRUMENT

Attached is the survey instrument to be used by local agencies to collect price information from licensed group and licensed family child care providers.

The continuing reason for issuing a standard survey to be used statewide is that this single survey instrument, issued by the Department of Workforce Development (DWD), represents the movement towards consistency and standardization of the methodology for establishing child care reimbursement rates.

Use of the survey is required. However, if a local agency can document that using the survey will create an undue burden on the agency's staff or workload, the DWD will consider granting exemptions to the required use of the survey form. If it is necessary for your county/tribe to request such an exemption, please send your proposed survey instrument, along with the justifications for the exemption, by August 1, 1999, to:

Rebecca Brueggeman, Child Care Specialist
Office of Child Care
201 East Washington Avenue, Room 170
P.O. Box 7935
Madison, Wisconsin 53707-7935

SURVEY TIME FRAME

The survey is required to be conducted during the period of July 1 through September 30, 1999. The survey shall collect providers' prices which will be in effect on January 1, 2000. Written verification of what the prices will be on January 1, 2000, is required from the provider. The fee schedule submitted by the provider should be the fee schedule which is used for private pay families.

The completed DES-2465 form, the worksheet showing the determination of the 75th percentile rates, the worksheet showing the conversion calculations performed by your agency, along with any other relevant documents, shall be submitted no later than October 15, 1999, to:

Rebecca Brueggeman, Child Care Specialist
Office of Child Care
201 East Washington Avenue, Room 170
P.O. Box 7935
Madison, Wisconsin 53707-7935

Note: Copies of returned individual child care providers' surveys are not required to be sent to the Office of Child Care. These should be kept at the local agency for reference.

The Office of Child Care will notify local child care agencies of approved maximum rates by November 15, 1999.

The approved rates structure will be in effect from January 1, 2000 through December 31, 2000.

GENERAL PRINCIPLES FOR THE 1999 RATES SURVEY FOR DETERMINATION OF 2000 MAXIMUM RATES

- The base hourly rate (local agency hourly rate) for each category of licensed child care provider within the county/tribe should be based on a survey of the market price - the price that private paying families pay for child care. Therefore, the survey, conversion formulas, payment units, and other payment policies have been constructed to reflect the private pay market as nearly as possible.
- Part-time child care costs more per hour to provide than full-time care, so hourly rates should reflect the market for part-time care. The child care market has shown that statewide, providers charge

more per hour for part-time care in order to cover the “slot” the child is filling, because many times the provider cannot find another child to come into that “slot” after the first child has left, ultimately, the part-time child has filled the full-time slot.

- Public rates and payment policies should support reasonable quality child care, within the limitations of the market price for licensed child care.
- Child Care Funding Administrative Rule DWD 56.06(3)(b) requires rates higher than the regular maximum rates be paid to child care providers who meet higher quality of care standards. For purposes of paying higher rates, the higher quality of care standard is accreditation. Payment will not exceed the provider’s reported weekly price or the agency weekly ceiling increased 10%, whichever is less.

Rates and payment policies should facilitate parent choice from a broad range of regulated care.

Providers must submit information requested in the rate survey in order to receive public child care funding. Authorizations to licensed child care providers who do not submit price information cannot be completed, unless previous rate information had been verified in the past.

GUIDELINES FOR THE RATES SURVEY AND CALCULATING MAXIMUM RATES

The following statements are provided to assist and guide local agencies in the process of conducting the rates survey and preparing the material for submission to the Office of Child Care. Please refer to the accompanying material for more detailed instructions.

1. County/tribal child care agencies are to contact licensed child care providers located in the individual county/tribe for this survey. *If the county/tribal child care agency does not have a current directory of licensed providers, the agency should contact the Regional Licensing Office assigned to their county/tribe to request a current directory.*
2. Only fees charged by the following types of licensed providers are to be included in the calculation of maximum child care rates.
 - Licensed group child care centers, serving at least three private paying families, paying the full price for child care during 1999.
 - Licensed family child care centers, serving at least one private paying family, paying the full price for child care during 1999.
 - Licensed child care programs which provide care to children ages 0-6, throughout the year (at least 11 months) and which provide full-time child care (at least 5 days a week and 5 hours per day).

****Providers which are funded by sources other than fees (e.g., Head Start, 51.437-funded) and providers which do not offer open enrollment (e.g., employer-sponsored programs which serve only employees of the sponsor) are to be excluded from the rate calculation process.**
3. Do **not** survey Regularly Certified and Provisionally Certified child care providers.
4. Age categories for setting maximum reimbursement rates include two age groups. These groups are defined as:
 - The infant category defined to include children under two years of age.
 - The preschool and school age category includes children ages 2 -12 (up to the child’s 13th birthday).
5. For Regularly Certified (Level 1) child care providers, rates will be set at 75 percent of the licensed family day care rate. For Provisionally Certified (Level 2) child care providers, rates will be set at 50 percent of the licensed family day care rate.

6. County/tribal maximum rates shall not be changed during the year. However, individual providers may adjust their rates during the year (with written verification), and this revised price once entered into the Child Care Payment System (CCPS) will then be used when calculating the reimbursement to the child care provider. Local agency verification of the reported provider price, prior to entry into the CCPS is necessary to ensure that authorizations that are already in place to the provider are recalculated correctly by the payment system.
7. When a provider's fee schedule does not include a price for full-time care, the weekly price for 50 hours of care will be requested. If the provider reports only an hourly payment rate for each age group, the local agency shall multiply the hourly price by 50 hours to determine a weekly price for each age group. These calculated weekly prices should be included in the rates calculation when determining the price at which 75 percent of the slots for that age group and provider type can be purchased (agency weekly ceiling).
8. Transportation costs, field trip and material fees, meal costs, etc., are to be incorporated into the provider's weekly price. If these and other fees are charged separately by the child care provider they will not be reimbursable by the local agency.

Registration fees, when billed by the child care provider, and/or requested by the family are to be paid at least annually. Payment for registration fees can be made only after actual attendance takes place. It will be local agency discretion as to how often this registration fee payment will be made during the year (one time per year per child, one time per child care provider, etc.).

When a family leaves an authorized day care provider, and begins attending a new provider, it will be agency discretion if a 2nd registration fee should be paid for the family during a single twelve month period. The agency should review the request on a case-by-case basis to determine why the family has changed providers. Reasons which agencies may allow for a parent to choose another provider and have additional registration payments include: Allegations of abuse or neglect, employment change, employment schedule change, needed hours of child care change, provider no longer providing care, etc.

Registration fees are limited to \$100.00 per child, per authorization.

9. The maximum weekly rate for licensed providers, as determined by the 75th percentile of rates, will be used as the ceiling rate that all licensed authorizations will be compared against. Whichever rate is less, the authorized rate or the 75th percentile ceiling rate (increased 10% for attendance based payments or payment made to accredited providers) will be compared to the provider's reported actual weekly price. Weekly ceilings are set for two age groupings; under 2, and 2-12 years old.

Separate surveys are completed for licensed group child care providers, and licensed family child care providers.

10. The maximum weekly rate (ceiling) for licensed providers will be converted into an hourly rate to determine a single hourly payment rate. **Local agencies will determine the divisor (30, 35 or 40 hours) used to calculate the agency hourly rate for each provider category (licensed group, licensed family, regularly certified and provisionally certified).** The divisor used should be determined by the local market practice within the community.

Agencies have the option of choosing a different divisor for each provider category. This divisor should be indicated on the Request for Approval of Child Day Care Rates. When calculating the Regularly Certified and Provisionally Certified hourly rates, local agencies now have two options:

- a. Agencies can continue, as in the past, to use the Licensed Family Child Care hourly rates (for each age group), and multiply these hourly rates by 75% (for Regularly Certified) and 50% (for Provisionally Certified) to determine the hourly rates for Regularly Certified and Provisionally Certified providers.

- b. Agencies can use the Licensed Family Child Care Weekly Ceiling (for each age group), and multiply these weekly ceilings by 75% (for Regularly Certified) and 50% (for Provisionally Certified) to determine a weekly ceiling (only used as a calculation tool) from which the hourly rates will be calculated. Local agencies will then determine the local market divisor, and then calculate the hourly payment rate for each age grouping for Regularly Certified and Provisionally Certified providers.

Note: Weekly ceilings are not used for Regularly Certified or Provisionally Certified providers.

11. Counties and tribes have authority to authorize child care reimbursement in excess of the hourly rates or weekly ceilings on a **case by case basis** if payment is for a child with a special need.
12. Counties and tribes have authority to authorize child care reimbursement in excess of the weekly ceiling (for licensed child care providers) on a **case by case basis** if payment is for 50 or more hours of child care, or if other extenuating circumstances are involved within the individual case as defined by the local agency.
13. Counties and tribes which authorize in-home child care for 15 or more hours per week must use a beginning reimbursement rate that at least meets minimum wage requirements. The copayment is then subtracted from the agency payment, prior to the calculation of the hourly reimbursement rate.

CHILD CARE PAYMENT POLICIES

Due to the Department's efforts to move toward standardized child care payment practices, the following policy statements became effective January 1, 1997. These policies remain in effect for 2000.

1. Payments to licensed group and licensed family day care providers will be made according to the *authorized enrollment* amount of payment, regardless of actual usage. This payment will remain the same until the authorization is either modified or ended.
2. Payments to certified providers will be based upon the actual number of hours attended, up to the maximum amount of hours *authorized on attendance*.
3. For clients with widely varying work or child care schedules, regardless of the type of child care provider chosen, the local agency may determine that payment will be based upon attendance.
4. Field trip fees, meal fees, transportation fees, and material fees will not be paid separately, unless these costs are incorporated into the provider's weekly price, and are charged this way to private pay families as well.
5. One time and/or annual registration fees will be paid, up to a maximum of \$100.00, if the provider has requested this payment, and the child has had actual attendance reported to the local agency. The extent to which registration fees are paid is left up to local agency discretion. See # 8 under Guidelines For The Rates Survey and Calculating Maximum Rates for further directions.
6. When entering licensed providers weekly prices into the Child Care Payment System, enter the weekly price on screen CCRP for each provider location. Enter the highest weekly price reported for each age grouping (under 2, and 2-12 years old). If the provider reports hourly prices only, calculate the weekly price for each age grouping by multiplying the hourly rate by 50 hours.
7. Weekly prices should not be changed on screen CCRP until the licensed provider has verified the change of price with appropriate documentation.
8. When authorizing child care for in-home child care or special needs child care which requires a payment rate above the local agency maximum rates, the agency will need to manually calculate the payment rate, and enter this payment rate into CARES on screen CCAC. When authorizing special needs child care to a licensed provider, the weekly ceiling should not be used when calculating the reimbursement rate.

9. Local agencies will be responsible to update individual provider reported prices in CCPS as they are verified. Agencies will need to indicate effective dates for which the rates are to be used.
10. The Office of Child Care will be responsible to update county and tribal maximum rates approved for 2000 in CCPS as they are approved. No rates will be entered into CCPS without previous approval.

CONTACTS

Regional Office: Area Administrators

Central Office: Rebecca Brueggeman, Child Care Specialist
 Office of Child Care
 Phone: 608-266-9703

State of Wisconsin
Department of Workforce Development
Division of Economic Support
Office of Child Care

**ANNUAL CHILD CARE RATES SURVEY
LICENSED GROUP DAY CARE**

Dear Child Care Provider,

Each year Wisconsin child care agencies survey all licensed providers to collect local child care prices. This price information is then used to calculate the annual Maximum County/Tribal Rate as required by DWD 56.06 of the Wisconsin Administrative Code. **The information that you supply will be included when determining the maximum rates for child care reimbursement for 2000.**

All prices reported must be those you regularly charge "private-pay families" (i.e., families whose child care services are not subsidized with public funds). Report those weekly prices that will be charged on January 1, 2000; document this with written verification of what your center prices will be on January 1, 2000. **After completing this survey, return it, along with a copy of your typed or printed fee schedule that will be in effect for January 1, 2000 to:**

by _____. ***Only verified weekly provider charges can be included in the calculation to determine 2000 maximum county/tribal child care reimbursement rates. If you have a registration fee policy, enclose a typed or printed copy of that also.***

Please indicate the prices you charge according to the age categories listed on the following page. Field trip fees, meal fees, transportation fees and material fees, unless incorporated into the weekly price for child care, can not be paid for separately and should, therefore, not be reported on the survey.

DAY CARE NAME _____

OWNER/OPERATOR _____

ADDRESS OF FACILITY _____

PHONE NUMBER _____

CAPACITY _____

(If more than one site, and information differs between sites, complete a separate survey form for each facility.)

Continued on Back

I. Infant/Toddler Rate (Under Age 2)

What is the weekly price charged for full-time child care for infants and toddlers who are under age two (2)? (If you do not have a weekly price, what is the charge for 50 hours of child care per week for this age group?)

II. Preschool and School Age Rate (2 and Above)

What is the weekly price charged for full-time child care for preschool and school age children? (If you do not have a weekly price, what is the charge for 50 hours of child care per week for this age group?)

NOTE: If your center has separate weekly prices for different age categories, report the break down for each of the ages served and corresponding weekly price.

1. How many private pay families (see definition earlier) have you served within the last year? _____

2. Is your licensed day care accredited? _____ If yes, please submit a copy of your accreditation certificate.

3. Does your licensed center provide child care for a "targeted population" (e.g., employer-sponsored, Head Start Wrap Around, 51.437, etc.)? _____ If so, does your center have open enrollment slots for the general public? _____

Verification of provider's reported price is necessary in order to accurately calculate the local agency maximum reimbursement rates for licensed group child care providers.

*** I understand that as a requirement to receive public child care funding, I am responsible to submit verification of the fee schedule that will be in place as of January 1, 2000.**

*** I also understand that, by signing this form, I acknowledge that the fees charged to families utilizing publicly-funded authorizations are the same fees charged to private pay parents.**

Signature _____ **Date** _____

State of Wisconsin
Department of Workforce Development
Division of Economic Support
Office of Child Care

**ANNUAL CHILD CARE RATES SURVEY
LICENSED FAMILY DAY CARE**

Dear Child Care Provider,

Each year Wisconsin child care agencies survey all licensed providers to collect local child care prices. This price information is then used to calculate the annual Maximum County/Tribal Rate as required by DWD 56.06 of the Wisconsin Administrative Code. **The information that you supply will be included when determining the maximum rates for child care reimbursement for 2000.**

All prices reported must be those you regularly charge "private-pay families" (i.e., families whose child care services are not subsidized with public funds). Report those weekly prices that will be charged on January 1, 2000; document this with written verification of what your center prices will be on January 1, 2000. **After completing this survey, return it, along with a copy of your typed or printed fee schedule that will be in effect for January 1, 2000 to:**

by _____. **Only verified weekly provider charges can be included in the calculation to determine 2000 maximum county/tribal child care reimbursement rates. If you have a registration fee policy, enclose a typed or printed copy of that also.**

Please indicate the prices you charge according to the age categories listed on the following page. Field trip fees, meal fees, transportation fees and material fees, unless incorporated into the weekly price for child care, can not be paid for separately and should, therefore, not be reported on the survey.

DAY CARE NAME _____

OWNER/OPERATOR _____

ADDRESS OF FACILITY _____

PHONE NUMBER _____

CAPACITY _____

Continued on Back

I. Infant/Toddler Rate (Under Age 2)

What is the weekly price charged for full-time child care for infants and toddlers who are under age two (2)? (If you do not have a weekly price, what is the charge for 50 hours of child care per week for this age group?)

II. Preschool and School Age Rate (2 and Above)

What is the weekly price charged for full-time child care for preschool and school age children? (If you do not have a weekly price, what is the charge for 50 hours of child care per week for this age group?)

NOTE: If your center has separate weekly prices for different age categories, report the break down for each of the ages served and corresponding weekly price.

1. How many private pay families (see definition earlier) have you served within the last year?

2. Is your licensed day care accredited? _____ If yes, please submit a copy of your accreditation certificate.

3. Does your licensed center provide child care for a "targeted population" (e.g., employer-sponsored, Head Start Wrap Around, 51.437, etc.)? _____ If so, does your center have open enrollment slots for the general public? _____

Verification of provider's reported price is necessary in order to accurately calculate the local agency maximum reimbursement rates for licensed family child care providers.

*** I understand that as a requirement to receive public child care funding, I am responsible to submit verification of the fee schedule that will be in place as of January 1, 2000.**

*** I also understand that, by signing this form, I acknowledge that the fees charged to families utilizing publicly-funded authorizations are the same fees charged to private pay parents.**

Signature _____ **Date** _____

INSTRUCTIONS FOR CONVERTING RATES REPORTED BY CHILD CARE PROVIDERS

RATE CALCULATIONS:

When the provider reports two (2) or more weekly prices for full-time child care within an age category (under age 2, 2-12) the highest reported weekly price, within each age grouping, is to be used when calculating the 75th percentile for that type of care.

If a provider does not have a weekly price, the provider is to report their hourly price for that age grouping. If several hourly prices are reported within an age grouping, choose the highest price reported within each age grouping and multiply by 50 hours to determine a weekly cost of care for that provider, for each age grouping.

This is the price that will be used when calculating the 75th percentile price for the calculation of maximum reimbursement rates, and this price is also used during the authorization process as the provider's reported weekly price. Indicate this price on screen CCRP in the Child Care Payment System.

* No sibling discount prices will be used when authorizing child care.

* No employee discount prices will be used when authorizing child care.

LICENSED CHILD CARE HOURLY RATES ARE DETERMINED AS FOLLOWS:

To determine the hourly rate for licensed child care divide the weekly ceiling (as determined by the 75th percentile price) by 30, 35 or 40 hours. The number that is chosen for your local agency should reflect the market practice within your community. For example, if the hourly price for part-time care is generally much higher than the hourly price for full-time care in the community, it may be appropriate to choose the number 30 as the divisor. If the hourly prices for part-time care and full-time care are relatively close, then market practice would indicate that the divisor should be 35 or 40. After completing the calculation, this hourly rate will be for child care authorizations.

A different divisor may be chosen for licensed group and licensed family hourly payment rate calculations if the market so indicates. The divisors used should be indicated on the Request For Approval Of Child Day Care Rates.

Hourly rates and weekly ceilings will be determined for four (4) categories of licensed care:

- Licensed group (under age 2)
- Licensed group (2-12 years old)
- Licensed family (under age 2)
- Licensed family (2-12 years old)
- When authorizing child care to a licensed provider, it is important for the worker and the provider to both understand that if the hours authorized are equal or greater than the agency divisor for that type of provider, payment is reflecting full time care.
- The weekly ceiling increased 10% is used during the reimbursement calculation for Accredited Child Care Providers.

CERTIFIED CHILD CARE HOURLY RATES ARE DETERMINED IN ONE OF THE FOLLOWING TWO WAYS:

Option 1:

Regularly certified child care = 75 percent of the licensed family child care hourly rate for each age group. No weekly ceiling.

Provisionally certified child care = 50 percent of the licensed family child care hourly rate for each age group. No weekly ceiling.

This will establish a divisor which is equal to the licensed family divisor.

Example:

Licensed Family Day Care:		Divisor = 30	
Under 2:	Hourly Rate = \$4.00		Weekly Ceiling = \$120
2 - 12	Hourly Rate = \$3.33		Weekly Ceiling = \$100

Regularly Certified		Divisor = 30
Under 2	Licensed Family Hourly Rate: $\$4.00 \times 75\% = \3.00	
2 - 12	Licensed Family Hourly Rate: $\$3.33 \times 75\% = \2.50	

Provisionally Certified		Divisor = 30
Under 2	Licensed Family Hourly Rate: $\$4.00 \times 50\% = \2.00	
2 - 12	Licensed Family Hourly Rate: $\$3.33 \times 50\% = \1.67	

Option 2:

Regularly certified child care = multiply the licensed family weekly ceiling by 75% for each age group, and then determine the local market divisor, and calculate the hourly payment rate for each age group.

Provisionally certified child care = multiply the licensed family weekly ceiling by 50% for each age group, and then determine the local market divisor, and calculate the hourly payment rate for each age group.

Example:

Licensed Family Day Care:		Divisor = 30	
Under 2:	Hourly Rate = \$4.00		Weekly Ceiling = \$120
2 - 12	Hourly Rate = \$3.33		Weekly Ceiling = \$100

Regularly Certified		Divisor = 35
Under 2	Licensed Family Weekly Ceiling: $\$120 \times 75\% = \$90/35 = \$2.57$	
2 - 12	Licensed Family Weekly Ceiling: $\$100 \times 75\% = \$75/35 = \$2.14$	

Provisionally Certified		Divisor = 35
Under 2	Licensed Family Weekly Ceiling: $\$120 \times 50\% = \$60/35 = \$1.71$	
2 - 12	Licensed Family Weekly Ceiling: $\$100 \times 50\% = \$50/35 = \$1.43$	

REIMBURSEMENT RATE DETERMINATION

When determining the year 2000 base hourly rates for four (4) types of child care providers (licensed group, licensed family, regularly certified, and provisionally certified), counties and tribes shall collect price information from licensed group and licensed family child care providers, convert the price information into a weekly price when necessary, and establish where the county and tribal 75th percentile weekly ceiling falls for licensed group and licensed family child care providers. For licensed child care providers, maximum weekly ceilings shall be set to ensure that 75 percent of the day care slots in licensed group and licensed family child care can be purchased within each weekly price.

Local agencies then need to convert these weekly ceilings into hourly payment rates. Regularly certified and provisionally certified child care hourly rates will be a percentage of licensed family child care hourly rates or weekly ceilings. Counties and tribes will use standard survey methods, conversion formulas, payment policies, and payment units established by the state. Maximum rates shall be set annually for reimbursement of child care provided by authorization, as stated in DWD 56.06.

INSTRUCTIONS FOR DETERMINING THE WEEKLY CEILING FOR LICENSED PROVIDERS, AND THE HOURLY PRICE FOR EACH PROVIDER TYPE:

1. For licensed group child care providers, list center, center capacity, and price for each age group, from lowest to highest weekly price. If more than one price is given within an age grouping (under age 2) or (2-12), use the highest weekly price reported. If an hourly price is reported, multiply this price by 50 hours to determine a weekly price. **NO SIBLING PRICES ARE TO BE USED.**
2. Add the center capacity column to find the total capacity for all centers. Multiply the total by .75. The result is the 75th percentile. Draw a line under the center capacity where the 75th percentile is covered and under the corresponding weekly price. This is the weekly ceiling (maximum weekly price), the rate at which 75 percent of the licensed slots can be purchased.
3. Divide the weekly ceiling (where the 75th percentile falls) by 30, 35, or 40 hours to determine the hourly base rate. The number used for this calculation is to be determined by the local agency. The local agency has the best information regarding which of these three numbers will most closely reflect the market practice within their community. After the calculation, this hourly rate will be used when beginning the authorization process. This hourly rate is a higher hourly rate in order to cover the costs of part-time care. When authorizing to licensed child care providers, if the number of hours authorized is equal to or greater than the agency divisor, the payment is reflecting full time child care.
4. Repeat this procedure for family day care. (A different divisor may be chosen for licensed group and licensed family hourly payment rate calculations if the market so indicates.)
5. Set regularly certified provider rates at 75 percent of the licensed family hourly rate or at 75% of the licensed family weekly ceiling, and then divide by the divisor which best reflects the market rate for regularly certified child care. See "Instructions for Converting Rates Reported by Child Care Providers" for further detail. Payment will only be made for hours of actual attendance.
6. Set provisionally certified provider rates at 50 percent of the licensed family hourly rate or at 50% of the licensed family weekly ceiling, and then divide by the divisor which best reflects the market rate for provisionally certified child care. See "Instructions for Converting Rates Reported by Child Care Providers" for further detail. Payment will only be made for hours of actual attendance.

SUNSHINE COUNTY**2000 Rates Survey****Survey Results of Full Time Weekly Prices for Licensed Group Child Care Centers for Children Under Age 2 and Children 2-12 Years Old.**

Center Name	Center Capacity	Reported Weekly Price Under Age 2	Reported Weekly Price 2-12 Years Old
		\$	\$
Hush Puppies	80	119	100
Kids Club	40	95	75
Kind Words	60	150	125
Big Hearts	75	130	100
Club House	45	133	95
Cats & Dogs	60	125	87
Sandbox Kids	90	----	105
Rainbow Center	100	115	90
The Farm	80	99	75
Rockets	100	110	90
Treasure Box	80	130	130
Lets Play	60	155	130
Shooting Star	40	165	125
Like Home	40	95	75
Lets Pretend	40	89	65
Hide & Seek	50	130	100

---- Sandbox Kids does not serve children ages 0-2.

SUNSHINE COUNTY
2000 Rates Survey
Maximum Reimbursement Rate Determination
Licensed Group Child Care
Under Age 2

Center	Center Capacity/Slots	Total Number Of Slots Available	Reported Weekly Price Under Age 2
			\$
A	40	40	89
B	40	80	95
C	40	120	95
D	80	200	99
E	100	300	110
F	100	400	115
G	80	480	119
H	60	540	125
I	75	615	130
J	80	695	130
K	50	<u>745</u> 75th %	<u>130</u> < Maximum Weekly Ceiling
L	45	790	133
M	60	850	150
N	60	910	155
O	<u>40</u>	950	165
	950	950 slots X 75% = 712.5 = 713 slots	
	===		

Sunshine County Maximum Weekly Ceiling for Licensed Group Child Care: \$130.00 per Week for Children Under Age 2

Divisor used is 30. $130/30 = 4.3333$

Sunshine County Hourly Rate for Licensed Group Child Care:
\$4.33 per Hour for Children Under Age 2

SUNSHINE COUNTY
2000 Rates Survey
Maximum Reimbursement Rate Determination
Licensed Group Child Care
2-12 Years Old

Center	Center Capacity/Slots	Total Number Of Slots Available	Reported Weekly Price 2-12 Years Old
			\$
A	40	40	65
B	40	80	75
C	80	160	75
D	40	200	75
E	60	260	87
F	100	360	90
G	100	460	90
H	45	505	95
I	80	585	100
J	75	660	100
K	50	710	100
L	90	<u>800</u> 75th %	<u>105</u> < Maximum Weekly Ceiling
M	60	860	125
N	40	900	125
O	80	980	130
P	<u>60</u>	1040	130
	1040	1040 slots X 75% = 780	
	=====		

Sunshine County Maximum Weekly Ceiling for Licensed Group Child Care:
\$105.00 per Week for Children 2-12 Years Old
Divisor used is 30. $105/30 = 3.5$

Sunshine County Hourly Rate for Licensed Group Child Care:
\$3.50 per Hour for Children 2-12 Years Old

SUNSHINE COUNTY**2000 Rates Survey****Survey Results of Full Time Weekly Prices for Licensed Family Child Care Providers for Children Under Age 2 and Children 2-12 Years Old.**

Center Name	Center Capacity	Reported Weekly Price Under Age 2	Reported Weekly Price 2-12 Years Old
		\$	\$
Mother Hen	8	100	90
Sunshine Club	8	90	80
Laura's Place	8	110	95
Bean Count	8	115	100
Thumbs Up	8	80	80
Wee Care	8	110	100
Playhouse	8	89	60
Tiny Tots	8	125	100
Small Fries	8	140	110
Kid's Port	8	110	90
Lunch Bunch	8	130	105
Alan's Garden	8	120	99
Dave's Dinosaur	8	95	80
Growing Place	8	99	79
Bear Hugs	8	105	95

SUNSHINE COUNTY
2000 Rates Survey
Maximum Reimbursement Rate Determination
Licensed Family Child Care
Under Age 2

Center	Center Capacity/Slots	Total Number Of Slots Available	Reported Weekly Price Under Age 2
			\$
A	8	8	80
B	8	16	89
C	8	24	90
D	8	32	95
E	8	40	99
F	8	48	100
G	8	56	105
H	8	64	110
I	8	72	110
J	8	80	110
K	8	88	115
L	8	<u>96</u> 75th %	<u>120</u> < Maximum Weekly Ceiling
M	8	104	125
N	8	112	130
O	<u>8</u>	120	140
	120		
	===	120 slots X 75% = 90 slots	

Sunshine County Maximum Weekly Ceiling for Licensed Family Child Care:
\$120.00 per Week for Children Under Age 2

Divisor used is 30. $120/30 = 4$

Sunshine County Hourly Rate for Licensed Family Child Care:
\$4.00 per Hour for Children Under Age 2

SUNSHINE COUNTY
2000 Maximum Rates Survey
Maximum Reimbursement Rate Determination
Licensed Family Child Care
2-12 Years Old

Center	Center Capacity/Slots	Total Number Of Slots Available	Reported Weekly Price 2-12 Years Old
			\$
A	8	8	60
B	8	16	79
C	8	24	80
D	8	32	80
E	8	40	80
F	8	48	90
G	8	56	90
H	8	64	95
I	8	72	95
J	8	80	99
K	8	88	100
L	8	<u>96</u> 75th %	<u>100</u> < Maximum Weekly Ceiling
M	8	104	100
N	8	112	105
O	<u>8</u>	120	110
	120		
	===	120 slots X 75% = 90 slots	

Sunshine County Maximum Weekly Ceiling for Licensed Family Child Care:
\$100 per Week for Children 2-12 Years Old

Divisor used is 30. $100/30 = 3.3333$

Sunshine County Hourly Rate for Licensed Family Child Care:
\$3.33 per Hour for Children 2-12 Years Old

SUNSHINE COUNTY PAYMENT RATES**2000 RATES SURVEY****Licensed Group Child Care**

0-2 Years Old: \$4.33 per hour
\$130 per week ceiling

2-12 Years Old: \$3.50 per hour
\$105 per week ceiling

Divisor = 30

Licensed Family Child Care

0-2 Years Old: \$4.00 per hour
\$120 per week ceiling

2-12 Years Old: \$3.33 per hour
\$100 per week ceiling

Divisor = 30

Certification Rates are Determined in one of the Following Two Ways:**Option 1:**

- Regularly Certified Child Care = 75% of the Licensed Family Child Care Hourly Rate
- Provisionally Certified Child Care = 50% of the Licensed Family Child Care Hourly Rate
- Certified Divisor = Licensed Family Child Care Divisor

Regularly Certified Child Care

0-2 Years Old: \$3.00 per hour
($\$4.00 \times 75\% = 3.00$)

2-12 Years Old: \$2.50 per hour
($\$3.33 \times 75\% = 2.50$)

Provisionally Certified Child Care

0-2 Years Old: \$2.00 per hour
($\$4.00 \times 50\% = 2.00$)

2-12 Years Old: \$1.67 per hour
($\$3.33 \times 50\% = 1.67$)

Option 2*:

- Regularly Certified Child Care = 75% of the Licensed Family Child Care Weekly Ceiling divided by the local market divisor for Regularly Certified Child Care
- Provisionally Certified Child Care = 50% of the Licensed Family Child Care Weekly Ceiling divided by the local market divisor for Provisionally Certified Child Care
- Local agency determines divisor for both Regular and Provisional care

Regularly Certified Child Care

0-2 Years old: \$2.57
($\$120 \times 75\% = \$90/35 = \$2.57$)

2-12 Years Old: \$2.14
($\$100 \times 75\% = \$75/35 = \$2.14$)

Provisionally Certified Child Care

0-2 Years Old: \$1.71 hour
($\$120 \times 50\% = \$60/35 = \$1.71$)

2-12 Years Old: \$1.43 hour
($\$100 \times 50\% = \$50/35 = \$1.43$)

* In the example calculation for option 2, a divisor of 35 has been used.

REQUEST FOR APPROVAL OF CHILD DAY CARE RATES

Completion of this form meets the requirements of Wisconsin Statutes, S. 49.155 (6), and DWD 56.06 of the Wisconsin Administrative code.

NAME OF COUNTY/TRIBE		Effective Date of New Rate January 1, 2000	
<i>1. Licensed Group Child Care</i>	<i>Divisor</i>	<i>Hourly Rate</i>	<i>Weekly Ceiling</i>
a.) Under Age 2		\$	\$
b.) 2 - 12 Years Old		\$	\$
<i>2. Licensed Family Child Care</i>	<i>Divisor</i>	<i>Hourly Rate</i>	<i>Weekly Ceiling</i>
a.) Under Age 2		\$	\$
b.) 2 - 12 Years Old		\$	\$
<i>3. Regularly Certified Child Care</i>	<i>Divisor</i>	<i>Hourly Rate</i>	
a.) Under Age 2		\$	
b.) 2 - 12 Years Old		\$	
<i>4. Provisionally Certified Child Care</i>	<i>Divisor</i>	<i>Hourly Rate</i>	
a.) Under Age 2		\$	
b.) 2 - 12 Years Old		\$	

Counties and Tribes have authority to authorize child care reimbursement in excess of the weekly ceiling on a **case by case** basis if payment is for 50 or more hours of child care, or if other extenuating circumstances are involved within the case.

Counties and Tribes have authority to authorize child care reimbursement in excess of the hourly rates or weekly ceilings on a case by case basis if payment is for a child with a special need.

Note: Be sure to indicate your county/tribe and the divisor used for each provider category.

****Attach collection tool results and methods used to establish rates.**

Submitted by: (print) _____ Signature _____ Title _____ Phone _____ Date _____

Office of Child Care Review

Child Day Care Rates Are _____	Approved, effective: 1-1-99 _____	Disapproved _____
Comments		
Signature _____	Office of Child Care _____	Date _____